

CALLING ALL TEACHER-TRAINERS

Summer Educational Transformation Institute (SETI) - 2004

The U.S. Department of State Summer Educational Transformation Institute's annual competition is now open for 2004. SETI-2004 is a fully sponsored, six-week program for 25-28 South African teacher-trainers involved in English language education. This program will take place from June 25 - August 8, 2004. This year's Institute will offer intensive training in materials development/delivery with an emphasis on classroom management, education technology and content-based ESL/EFL instruction on Entrepreneurship, Civic Education and HIV/AIDS. The SETI-2004 program will be hosted by a leading academic institution (to be confirmed) in the United States.

Application forms and additional information are available from the Public Affairs Office Cultural Section in the American Embassy in Pretoria and the U.S. Consulate/Public Affairs Offices in Cape Town, Durban and Johannesburg.

- **The SETI-2004 competition is open to all South African TEACHER-TRAINERS (secondary or university level).**
- **Deadline for submission of applications is NO LATER THAN THURSDAY, FEBRUARY 12, 2004.**

All applicants must:

- be South African citizens who have a teacher-training diploma/degree;
- have substantial experience and professional responsibilities in in-service and pre-service English language (ESL/EFL) education and teacher training;
- have keyboarding/typing skills and experience with e-mail and the Internet;
- hold a valid South African passport (valid through 2005),
- be able to attend the full SETI-2004 session, June 25 - August 8, 2004.

Questions should be directed to, and application forms and additional information are available from Public Affairs Offices in:

Pretoria:	Tel: (012) 431-4208, or 431-4000 x4208
Cape Town	Tel: (021) 421- 4280 X 2817
Durban	Tel: (031) 305-7600 X212
Johannesburg:	Tel: (011) 838-2231 X218

Or E-Mail: Seti-2004@pd.state.gov

**All application materials are also available for downloading at:
<http://usembassy.state.gov/southafrica/wwwhel1.html>**



PUBLIC AFFAIRS SECTION
SUMMER EDUCATIONAL TRANSFORMATION
INSTITUTE (SETI)

Application Form

2004

- X Please read the SETI Program Information to determine if you qualify.
- X Please fill out the questionnaire in black ink or type it in.
- X Please give full, academic degrees, institutional affiliations.
- X Do not use abbreviations.
- X **Please attach a copy of the front page of your passport**
- X Deadline for submission of applications is **NO LATER THAN THURSDAY, FEBRUARY 12, 2004.**

Please return the form to:

SETI - 2004

c/o RELO

PAS - U.S. Embassy

P.O. Box 9536

PRETORIA 0001

Tel: 012-431-4208

Fax: 012-431-4618

Deadline for submission of applications is NO LATER THAN THURSDAY,

FEBRUARY 12, 2004.

SECTION A: Personal Details

Dr./Prof.	Mr.	Mrs.	Ms.
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1. Names (as they appear in your passport)

First	Middle	Surname
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2. Telephone numbers: Work: _____ Home: _____

Cell: _____ Fax: _____ E-mail: _____

3. Work address: _____ Home address: _____

4. Preferred mailing address: Home [] Work []

5. Date of birth: _____ 6. Place of birth: _____

Month Day Year

7. Country of citizenship: _____

8. Marital status: _____ 9. Number of children: _____

10. Special Health Requirements: _____

11. Dietary restrictions: _____

12. Home Language: _____

13. Other Languages: _____

14. Ability in English: Excellent [] Good [] Poor []

SECTION B: Educational and Professional Qualifications

1. Highest degree earned: _____
2. Institution: _____

Dates	Institution (Do not include primary or secondary school)	Degree Diploma Certificate	Specialization

3. Computer Skills: (include keyboard, e-mail and internet use)

4. Additional Training: (include professional development programs, grant and seminars)

5. Attendance at Professional Conferences: (include papers presented)

6. Professional Membership/Affiliations:

7. Professional Journals/Periodicals: (that you subscribe to or read on a *regular* basis)

8. Special Awards, Honors and Distinctions you have received in the past five years:

SECTION C: Career/Occupation

1. Your present position and Organization/Institution:

2. Describe your present duties:

3. List your previous employment (last 3 jobs); include position and organization/institution:

Dates	Title/Position	Institution	Duty

4. Description of present institution (include academic level, composition of student body, teaching methods, resource materials, special features etc.)

5. Describe you previous teacher training/staff development experience:

6. How do you anticipate sharing the information and ideas gained in the United States with colleagues in South Africa?

7. Describe your professional aspirations:

8. Please explain how the SETI program will help you achieve your professional aspirations:

SECTION D: Needs/Interests Analysis:

1. Areas of Special Interest. List topics/subjects which you would personally like to explore in detail (prioritize):

2. Areas of Greatest Need: List topics, subjects which you and your institution need further training in and/or information about (prioritize):

3. If you were given the opportunity to explore one topic in great detail, which would it be, how would you go about it and how would you present your findings and experience to your institute colleagues:

4. Professional and personal strengths (List what you perceive to be your greatest strengths):

5. What role do you think your specialist subject will play in the future of your country?

SECTION E: Travel Experience/Habits

1. Have you ever visited the United States? (If so, provide details, including dates of visit, sponsor, purpose of visit, and places visited)

2. Foreign travel (List your travel experiences outside your own country):

3. Are you willing to travel in a group? Yes [] No []

4. Are you willing to share a room during your stay Yes [] No []

5. Would you like to spend time with an American family (homestay) Yes [] No []

6. What sort of social activities would interest you?

7. Please complete the checklist:

_____ Yes, I have read the SETI Program information and I believe I professionally qualify to participate in SETI.

_____ Yes, I have fully completed this SETI application.

_____ Yes, I have provided full academic degrees and institutional affiliations.

_____ Yes, I have attached a copy of the front page of my passport.

NOTE: If you have NOT checked “Yes” to ALL of the above, please explain on the back of this page.

SECTION F: Goals/Objectives

1. Give a short (maximum one page) description of what you would like to gain and share by participating in this program (continue on back page, if needed).

2. Two (2) References: Using the attached forms please submit **two references**:
One from your *immediate supervisor* and one from a *professional colleague*.

Name of Immediate Supervisor (print): _____

Name of professional colleague (print): _____

3. Comments: If you have any additional comments, please attach them to this application.

“I certify that all of the above factual information is correct and complete, and the ideas expressed are my own.”

My signature: _____

My name (print): _____

Today's date: _____

**Deadline for submission of applications:
NO LATER THAN THURSDAY, FEBRUARY 12, 2004.**



PUBLIC AFFAIRS SECTION

Summer Educational Transformation Institute (SETI)

Reference Form (1): Immediate Supervisor

1. Name of applicant (last, first, middle) _____

For Immediate Supervisor:

2. Your name _____

3. Your position/title _____

4. Your cell-phone or e-mail or other contact information: _____

5. In what capacity do you know the applicant? _____

6. How long have you known the applicant? _____

7. Rate the applicant by briefly commenting on:

(i) The applicant's academic ability:

(ii) The applicant's professional skills/abilities:

(iii) The applicant's attitude to new situations and challenges:

(iv) The applicant's interests and attitudes:

7. How do you feel the SETI program in the United States would enable the applicant to make a better contribution to his/her profession?

8. Additional comments (continue on back page):

Your signature: _____

Your name (print): _____

Today's Date: _____



PUBLIC AFFAIRS

SECTION

Summer Educational Transformation Institute (SETI)

Reference Form (2): Professional Colleague

1. Name of applicant (last, first, middle) _____

For Professional Colleague:

2. Your name _____

3. Your position/title _____

4. Your cell-phone or e-mail or other contact information: _____

5. In what capacity do you know the applicant? _____

6. How long have you known the applicant? _____

7. Rate the applicant by briefly commenting on:

(i) The applicant's academic ability:

(ii) The applicant's professional skills/abilities:

(iii) The applicant's attitude to new situations and challenges:

(iv) The applicant's interests and attitudes:

7. How do you feel the SETI program in the United States would enable the applicant to make a better contribution to his/her profession?

9. Additional comments (continue on back page):

Your signature: _____

Your name (print): _____

Today's Date: _____